

The Occupational Programs Weekly Wrap Up

UVA Facilities Management

11.04.2022

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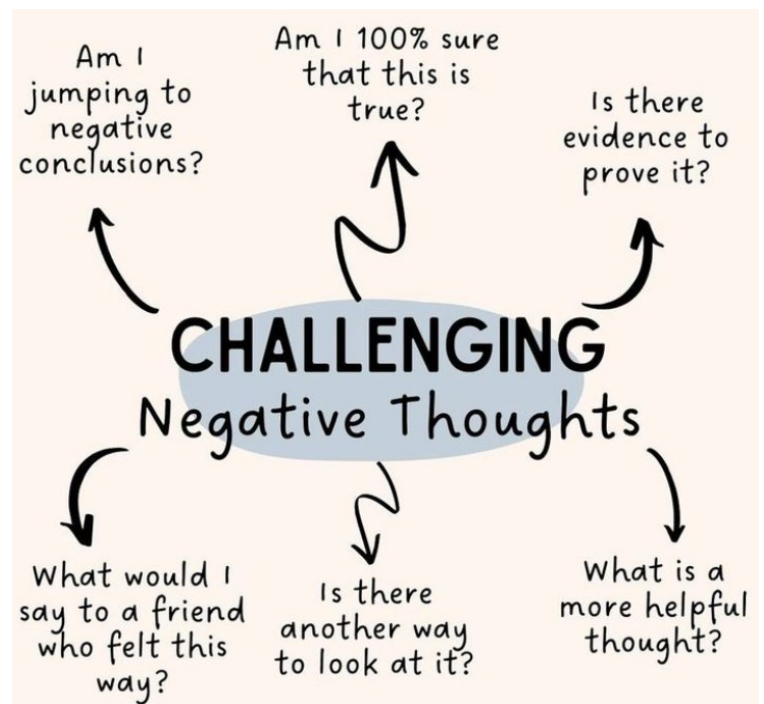
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***Don't forget:
Reasons to Celebrate!***



Source: <https://www.instagram.com/p/CjVRN8FOJiU/>

Let Us Know: You can always email FM-OHS@virginia.edu if you have suggestions or story ideas. Now there's a new way to get in touch — **Let us know** by answering a few quick questions.

OCCUPATIONAL HEALTH & SAFETY

STAFF NEWS: JAMIE WATKINS ACHIEVES CHST CERTIFICATION!

Please join FM-OHS as we celebrate Occupational Safety Technician Jamie Watkins, who passed his Construction Health and Safety Technician exam and achieved CHST certification.

The CHST certification is awarded by the Board of Certified Safety Professionals to individuals who have at least three years of safety experience, demonstrate competency, can pass the CHST exam, and work in health and safety activities devoted to the prevention of construction illnesses and injuries.

Congratulations to Jamie on this achievement!



Jamie Watkins, CHST
Occupational Safety Technician
jhw2t@virginia.edu
M: 434-872-3266

TOOLS FOR YOUR TOOLBOX: SEASONAL AFFECTIVE DISORDER

Daylight Savings Time will end and time will fall back an hour on Sunday, November 6th. With the amount of daylight hours shortening, it's important to be aware of seasonal affective disorder (SAD). SAD is a type of depression related to seasonal changes, and typically begins and ends around the same time every year. Symptoms related to fall/winter SAD can include:

- Low energy
- Oversleeping
- Overeating
- Social withdrawal



Some Treatments for SAD:

- **Light therapy:** Use a light therapy lamp at home for at least 20-30 minutes within the first hour of waking up.
- **Therapy or counseling:** FEAP is a great resource to help “talk out” your winter blues. www.uvafeap.com. Check out their resources slide deck: <https://at.virginia.edu/vO1OUP>.
- **Medication:** Talk to your health care provider if you feel medication may be the best fit for you.
- **Try to spend some time outdoors and performing physical activity.** “Physical activity” can mean different things for different people and it does not have to be rigorous or intense.
- **Stay connected with your family, friends, and community.**

Learn more about SAD and it's treatments through the National Institute of Mental Health:

<https://www.nimh.nih.gov/health/publications/seasonal-affective-disorder>

OCCUPATIONAL HEALTH & SAFETY

BEE AWARE: NO-SHAVE NOVEMBER

FM-OHS appreciates employees' concern about the concept of [No-Shave November](#), but please **make sure to take care of yourself and prevent any respiratory diseases.**



If you are required to wear your assigned tight-fitting respirator to do your job, you must be clean shaven (no beard, goatee, or mustache below the side of the mouth)



REMEMBER:

- **Inhalation, through the lungs (breathing in), is one of the routes of exposure to hazards.** Exposure to contaminated air can have both acute and chronic effects:
 - **Acute exposure:** The time between exposure and symptoms is very short (seconds, minutes, hours).
 - **Chronic exposure:** The time between exposure and symptoms is very long (months, years).
- **Protection from chronic exposure is often overlooked** because the effects are delayed. People tend to only worry about what affects them immediately.
- **Respiratory protection aims to prevent exposure from both acute and chronic effects.** Both are equally potentially harmful.



If you would like to contribute to raising cancer awareness and research, check out the list of statewide charities for cancer on the CVC website:

<https://news.virginia.edu/content/2022-approved-cvc-charities-statewide>

Contribute: <https://cvc.virginia.edu/>

OCCUPATIONAL HEALTH & SAFETY

RECAP: SAFETY SUMMIT—RECONNECTING & TOOLS YOU CAN USE



On Thursday, November 27, UVA FM-OHS, FM CC&R Project Managers, and contractors and subcontractors came together for the first Safety Summit since 2019! The agenda included the following topics:

- **Updates to Safety Requirements on Grounds** presented by the OHS team
- **Jobsite Awareness & Safety Orientation** presented by Alex Muirhead, Assistant Director for Construction Services with FM C&RS.
- **Jobsite Ergonomics & Wellness, focusing on Functional Movement** by Beth Frackleton, RN, BSN, M.Ed., NBC-HWC, UVA Work Med Chronic Care Coach
- **Mental Health Awareness** presented by Chris Hoy, Supervisory Team Leader with UVA FM CC&R and Mary Sherman, LCSW, CEAP, CAPP, UVA FEAP Employee Assistance Consultant

View handouts & materials from the Summit: <https://at.virginia.edu/OHSSummit10-27-2022>



SCHEDULE UPDATE: SAFETY SHOE TRUCK

The shoe truck will be on Grounds next on **Wednesday, November 9, 2022.**

If you receive an email from the safety shoe portal stating your voucher has been processed, you should receive a voucher shortly via email and text (if available).

If you need safety shoes, submit a request: <https://at.virginia.edu/FMShoeRequest>

If you have questions about PPE or safety shoes, email FM-OHS@virginia.edu.

If you're having issues with Red Wing, your shoes, or your order, please fill out the shoe comment form: https://virginia.az1.qualtrics.com/jfe/form/SV_9NPIpvK2XwM3rBs



APPRENTICESHIP

Important Dates:

November is National Apprenticeship Month! Governor Glenn Youngkin has declared November as Virginia Apprenticeship Month to recognize the hard work of the apprentices learning their trade and those businesses who support them through the process .

Learn more: <https://at.virginia.edu/ZINTSc>

National Apprenticeship Week, November 14-20, is a nationwide celebration of Registered Apprenticeship Programs (RAPs). Learn more:

<https://www.apprenticeship.gov/national-apprenticeship-week>

UVA FM Apprenticeship Graduation & 40th Anniversary Celebration will be held on November 17 at the Newcomb Hall Ballroom. Invites have gone out for each. All of FM is invited to the 40th Anniversary Open House!



CERTIFICATE of RECOGNITION

By virtue of the authority vested by the Constitution in the Governor of the Commonwealth of Virginia, there is hereby officially recognized:

VIRGINIA APPRENTICESHIP MONTH

WHEREAS, Virginia is responding to the many industries and employers who seek to replicate the values of their best employees through the mentorship and instruction of the Registered Apprenticeship model; and,

WHEREAS, the occupational training model of Registered Apprenticeship develops the skills of new employees directly by providing safety, structure, supervision, and coaching creating competencies in the Commonwealth's participating workforce; and,

WHEREAS, Educators in the K-12 system with the Virginia Department of Education continue to expand partnership opportunities in school divisions throughout the state through the promotion of High Quality Work Based Learning programs such as the Youth Registered Apprenticeship model; and,

WHEREAS, the lessons from the Pandemic demonstrate the resiliency of the model of Registered Apprenticeship so that instruction and supervision can continue through technology and innovative solutions; and,

WHEREAS, agile leadership from Registered Apprenticeship partners creates a method of talent upskilling that is future-proof as solutions are crafted to assist any Employer/Sponsor or apprentice who made need assistance to be able to forge on; and,

WHEREAS, new occupations are finding the value of the earn-while-you-learn model, new businesses are including the Registered Apprenticeship model in their recruitment tactics, and new employees are seeking the professional development that is afforded by Registered Apprenticeship; and,

WHEREAS, occupations who have traditionally benefited from the quality of instruction and experiential learning are evolving and inviting all potential apprentices to join them; and,

WHEREAS, Registered Apprenticeship in Virginia borrows from best practices and stands the test of time;

NOW, THEREFORE, I, Glenn Youngkin, do hereby recognize NOVEMBER 2022 as VIRGINIA APPRENTICESHIP MONTH in the COMMONWEALTH OF VIRGINIA, and I call this observance to the attention of our citizens.



Glenn Youngkin
Governor
David C. James
Secretary of the Commonwealth

You're Invited



40th Anniversary Celebration & Open House
November 17, 2:00-3:00 PM

Newcomb Hall Ballroom & Main Lounge (3rd floor)
Immediately following the UVA FM Apprenticeship Class of 2022 Graduation.

RSVP Here

UVA Facilities Management Occupational Programs would like to invite our Facilities Management teammates to join us, FM leadership, Apprenticeship Program graduates & retirees, current apprentices, and the many friends and supporters of the program to celebrate 40 years of apprenticeship at UVA on November 17 with an hour of light refreshments.

There will be no or a very limited formal program to maximize the time attendees are able to spend catching up with each other.

RSVP: https://virginia.az1.qualtrics.com/jfe/form/SV_bIBy508tClwid94

OCCUPATIONAL TRAINING

Leadership Connection: Awareness & the Power of Belief

Last week, I was inspired by a powerful presentation on Mental Health and Mental Health Awareness at the FM-OHS Safety Summit. Our [FEAP team](#) shared some of the resources available to UVA employees. The speakers and presentation highlighted the impact that mental health has on us, our peers, and our families. **The presenters shared that 50% of Americans have had experiences with mental health, substance abuse, and thoughts of self-harm, either personally or through our acquaintances.**

Construction and the skilled trades are especially impacted by mental health and mental health issues. One of the contributing factors is a male-dominated culture of the trades and a stigma in seeking help. **This causes many of these internal challenges to go unspoken and unaddressed, which leads me to our leadership connection article for this week:**

Each of us has stress, doubts, insecurities, and anxiety, and sometimes these doubts and insecurities cause us to at times freeze or be paralyzed in our thoughts, decision-making, or action. This is compounded by the silence of our culture. **It takes the awareness of our leaders, peers, families, or friends to notice the challenge and intervene.**

Noted Leadership author Gary Burnison recently shared that, **“Whether we want to admit it or not, doubts surface all the time and for everyone, including leaders. And that’s OK. When others feel discouraged or disappointed, our willingness to believe for them changes everything.”**

As a leader, you have the power to believe for others. What does that look like? Much depends on your leadership style and your beliefs. It can be inspiring, motivating, or even mentoring others. It’s a fascinating concept, **believing for others.** Burnison also shared, “that’s the essence of leadership: inspiring others to believe—and enabling that belief to become reality.”

Check out Gary’s article here: <https://www.kornferry.com/insights/special-edition/ill-believe-for-you>

Psychological Safety: Creating Sanctuaries of Collaboration and Innovation from UVA Organizational Excellence, Nov 9th, 1-2 PM at Newcomb Hall. Register: <https://at.virginia.edu/INUqcb>

For more about UVA Mental health resources: <https://at.virginia.edu/vO10UP>

Don’t Forget Your Education Benefits!

UVA offers an Education Benefit to employees who’ve been in a benefits-eligible position for at least one year. The benefit includes two components: Tuition and Professional Development.

Tuition, which is a maximum of \$5,250/year, can be used for a degree seeking program. Not seeking a degree? We’ve got you covered! Of that \$5,250 benefit, **\$2,000/year may be used for ‘professional development,’** which includes classes, certification training and conferences.

To apply for the benefit, submit an Employee Request in Workday. The details and limitations as well as the [Request Education Benefits Job Aid](https://hr.virginia.edu/career-development/education-benefits-1): <https://hr.virginia.edu/career-development/education-benefits-1>

Please note that the deadline for education benefits requests for 2022 is December 9, 2022.



OCCUPATIONAL TRAINING

Do You Have a New Employee Starting? Take Step 1!

Have you made a job offer to a potential new employee?

Email FM-Training@virginia.edu as soon as you learn of their acceptance and the [Occupational Training team](#) will get their onboarding process started.

Managers & Supervisors: Are You Setting Your New Employees Up for Success?

What are the benefits of successfully onboarding new employees? Why should managers care? **Managers & supervisors are a link between the employees and the organization**, ensuring that employees contribute to organizational goals and values.

An employee whose new job orientation goes well will:

- Perform better
- Feel more engaged with their job duties
- Have increased productivity
- Experience better job satisfaction, which leads to better employee retention.

As leadership, managers and supervisors should:

- Make new hires feel welcome.
- Facilitate knowledge transfer.
- Develop a good working relationship.
- Select and assign a buddy or mentor to show them the ropes.

See details and learn more:

<https://at.virginia.edu/cDvLjU>

SUPERVISOR ONBOARDING CHECKLIST

Complete all items on the checklist below prior to your employee's first day for a smooth onboarding experience for your new employee!



Mental Health Awareness for Managers

[Mary Sherman from UVA FEAP](#) will be hosting sessions for managers focused on prevention and mental health awareness with a goal of fostering resilience and emotional well-being of all employees.

These sessions will be hosted on Thursday, November 10 at 1-2 p.m. Skipwith Hall LL 010 and Wednesday, December 7th at 9 – 10 a.m. Skipwith Hall, UL 112.

DIVERSITY, EQUITY & INCLUSION

Inclusive Excellence (IE) Update:

The IE Access + Success Team participated in a second workshop focusing on what a *supervisor* needs during the promotion process to best support their team members and themselves. All recommendations were gathered from the group and will be sent to HR Business Partners and Leadership Sponsors before coming back to the group in December to identify priorities and action items to lead forward to benefit the entire SVPO area concerning the promotion process.



Employee Resource Groups:

→ LGBT ERG:

If you haven't purchased tickets yet for the Virginia Film Festival, there are some great LGBTQIA+ options for us to consider this week. For example, these two films on Sunday will have guest artists in attendance, so we want to support their willingness to travel to Charlottesville to join us for their film screenings.

[Mama's Boy with screenwriter Dustin Lance Black](#)

[The Inspection with actor Raul Castillo](#)



→ Black Faculty and Staff ERG:

\$5 discount code to BFS-ERG members to the following VAFF screenings:

[Lowndes County and the Road to Black Power with director Sam Pollard](#) (Sunday, November 6 at 4:30pm)

[The Inspection with actor Raul Castillo](#) (Sunday, November 6 at 2:30pm)

Both films are part of VAFF's Black Excellence and Critical Conversations series and will have incredible guest artists in attendance. The code is \$5OFF and can be applied at checkout (full price of the tickets are \$12). We hope some of you will have an opportunity to attend!

DIVERSITY, EQUITY & INCLUSION



FRIDAY
NOV 11, 2022
9:00 AM
ERN COMMONS
★★★

PARKING AVAILABLE AT THE SLAUGHTER
REC CENTER
PARKMOBILE ZONE: 5502

[RSVP HERE](#)

Community Events & Resources:



For a full list of films shown this year in the Virginia Film Festival, please click [HERE](#).



If your mental health isn't where you'd like it to be, FEAP can help you get started on a path to improving it through assessment, 1:1 consulting and guidance to other resources.

[Contact FEAP for free and confidential support](#)

A banner for an event titled "Rituals of Hope in Seasons of Loss". On the left is a photo of Vanessa Ochs. The text says "Join via Zoom 7:30 - 9 PM | Nov. 7th, 2022" and includes the logo for "THEOLOGICAL HORIZONS". To the right, it says "DEEPER DIALOGUES" and "Featuring Vanessa Ochs, UVA Professor of Jewish Studies". Below that is "Register at www.theologicalhorizons.org/dialogues".

→ Learn more & register [HERE](#).

DIVERSITY, EQUITY & INCLUSION, CONT



Learn Another Language at FM!

- Register for classes today with Speak! Language Center—22 languages and ASL—<https://www.speaklanguagecenter.com/uva>
- Use your UVA Education Benefits to learn another language to successfully communicate with team members and help create an inclusive and respectful workplace. [Learn more about your Ed Benefits here.](#)
- **Questions?** Contact DEI Specialist Emily Douglas, em4hg@virginia.edu or (434) 906-5810



UNIVERSITY OF VIRGINIA Student Affairs 20 Albrecht Hall, Charlottesville, VA

FALL 2022 WORKSHOPS

SAFE SPACE FOUNDATIONS

TUESDAY, SEPTEMBER 13TH, 5-7:30 PM
WEDNESDAY, OCTOBER 26TH, 5-7:30 PM

A PRIMER ON PRONOUNS

THURSDAY, SEPTEMBER 22ND, 4:30-5:30 PM
FRIDAY, NOVEMBER 11TH, 12 - 1 PM

TRANS*ITIONING

WEDNESDAY, OCTOBER 12TH, 5-6:30 PM
MONDAY, NOVEMBER 28TH, 5-6:30 PM

Fall 2022 Safe Space Workshops

All workshops are scheduled to take place in-person in the LGBTQ Center on the 3rd Floor of Newcomb Hall

- An overview of all workshops can be found at lgbtq.virginia.edu/education
- Register for upcoming workshops by clicking [HERE](#)

thank you!

[Click here to say 'thanks' to someone in FM.](#) or scan the QR code. We'll share your kind words anonymously or with your name—you choose!



Have any questions about these events/resources or have something you'd like to share to benefit FM employees? Reach out to Emily Douglas at (434) 906-5810, em4hg@virginia.edu or FM-DEI@virginia.edu—thank you!



let's celebrate!

Reasons to celebrate are all around us!

Here are some upcoming holidays this week, both fun and serious. Click on each to learn more.

November 4: [Fountain Pen Day](#)

November 5: [American Football Day](#)

November 6: [Daylight Savings Ends](#)

November 7: [National Recycling Week](#)

November 8: [Abet and Aid Punsters
Day](#)

November 9: [British Pudding Day](#)

November 10: [World Immunisation
Day](#)

November 11: [Veterans Day](#)

OCCUPATIONAL TRAINING

FM JOB LISTINGS

- R0039931 Finance Associate
- R0040747 Facilities Services Representative
- R0030397 Plumber Assistant
- R0041719 Senior Trades Utility Worker
- R0034508 Electrician
- R0039053 Quality Assurance Inspector
- R0039192 Custodial Services Manager
- R0041000 Facilities Services Representative
- R0041672 Senior Trades Utility Worker
- R0041669 Custodial Services Supervisor - M-F, 5:00am-1:30pm
- R0041096 Custodial Services Worker, Housing: M-F 8:00am-4:30pm
- R0041411 Budget Analyst
- R0041227 Zone Maintenance Electrical Supervisor
- R0037336 Senior HVAC Mechanic, Central Grounds Zone, Alternating Shift
- R0039974 Custodial Services Workers for Monday-Friday 4:00pm - 12:30am shift
- R0040008 Custodial Services Day Supervisor, Day Shift, North Grounds Zone
- R0041476 IT Business Systems Analyst
- R0037877 Landscape & Grounds Worker
- R0041466 Custodial Services Worker - M - F 5:00 AM - 1:30 PM
- R0037339 Carpentry Supervisor
- R0040760 Elevator Assistant Mechanic
- R0041410 Utility Locator/Damage Prevention Technician
- R0038218 Construction Administration Manager/ Senior Construction Administration Manager
- R0039947 Recycling Supervisor
- R0041249 Carpenter
- R0039951 Carpenter Senior
- R0041021 Fire and Safety Equipment Inspector
- R0027779 Arborist
- R0030791 Instrumentation & Controls Technician
- R0041006 Renovations Project Coordinator
- R0040339 Operator/Pipe Layer or Senior Operator/ Pipe Layer
- R0040355 Plumber/Steamfitter Assistant
- R0041023 Fire Systems Service Supervisor
- R0034727 Mason - CC&R
- R0033904 Electrician - CCR
- R0033696 Occupational Programs Coordinator
- R0033071 Electrician - CCR
- R0032487 Fire Systems Technician
- R0040639 High Voltage Electrician
- R0040954 Senior Welder for Utility Systems
- R0040956 Executive Assistant to the AVP/CFO
- R0035363 Recycling Worker
- R0037356 HVAC Mechanic or HVAC Senior Assistant
- R0038599 HVAC Mechanic
- R0036157 Historic Mason - CC&R
- R0036003 Senior Sourcing Specialist
- R0039614 Help Desk Assistant
- R0034384 Plumber
- R0032242 Licensed Tradespeople (HVAC, Electrical or Plumbing), Weekday Evening Shift Monday - Friday 3:30pm to 11:30pm
- R0038102 Senior Trades Utility Worker
- R0036614 Licensed Tradespeople (HVAC, Electrical or Plumbing)
- R0038011 Assistant Multimedia Designer (Student Wage)
- R0038015 Assistant Web Developer (Student Wage)
- R0038013 Communications Assistant (Student Wage)
- R0035437 Sign Shop Worker
- R0036931 HVAC Mechanic
- R0035630 Geospatial Space Technician
- R0030560 Carpenter Senior
- R0035502 Senior HVAC Mechanic, Night Shift, 6:00pm - 6:00am
- R0035626 Geospatial Space Analyst
- R0035775 Licensed Tradespeople (HVAC, Electrical or Plumbing), Weekday Evening Shift Monday - Friday 3:30pm to 11:30pm
- R0030544 Carpenter - Construction & Renovation Services
- R0031374 HVAC Mechanic



WELLNESS

COVID-19 Vaccine Updates



Updated (also called “bivalent”) COVID-19 boosters are available as of October 11 for anyone over 5 years of age. The Virginia Department of Health is encouraging **everyone who is eligible** to get a COVID-19 vaccine or booster shot **before the winter holidays**. Locally, the Blue Ridge Health District is hosting a number of community vaccine clinics in November and December. Find the clinic schedule on [their vaccination webpage](#) or search in [VASE+](#) to schedule an appointment. **Now is a great time to build extra protection before the holidays!**

Please note: It is possible that COVID-19 vaccines will no longer be free after January 1, 2023, due to changes in federal funding. They will likely be billable through insurance, but the expected cost is not yet known.

Source: <https://myemail.constantcontact.com/BRHD-Newsletter-10-28-2022.html?soid=1134059434350&aid=0Nqfc81NHCg>

What to Do: Symptoms or COVID-19+

Any employee who is experiencing **symptoms of COVID-19 should isolate**, notify their supervisor, consult a healthcare provider or contact Employee Health, and get tested.

UVA team members who are required to follow UVA Health’s **policy OCH-002** should go to Employee Health at 400 Brandon Avenue (former Student Health location) for walk-in symptomatic testing between 8 am and noon or between 1pm and 4 pm, Monday through Friday. **If UVA Health team members receive positive test results** outside of UVA Health or Employee Health, they are required to notify [Employee Health](#) at 434-924-2013 or employeehealth@virginia.edu. (This requirement does not apply to other Academic Division employees.)

Flu Shot Opportunities

In an effort to reduce transmission of seasonal influenza and COVID-19 among the UVA community, CVS Health will provide flu vaccinations and COVID-19 boosters at Newcomb Hall on November 15, 16 and 17, 2022. All faculty, staff and students are welcome to pre-register for a vaccination clinic and participate.

- **By appointment only:** Pre-register at the links below.
- **Bring your insurance card with you:** The cost is \$0 with most insurance providers. There is no cash option for this clinic
- **Questions:** VaccineClinics@CVSHealth.com

REGISTER:

Tuesday, November 15, 2022

9:00 AM - 3:00 PM

Newcomb Hall Commonwealth Room

<https://at.virginia.edu/snNCz2>

Wednesday, November 16, 2022

9:00 AM - 3:00 PM

Newcomb Hall South Meeting Room

<https://at.virginia.edu/mRh2jY>

Thursday, November 17, 2022

9:00 AM - 2:00 PM

Newcomb Hall Commonwealth Room

<https://at.virginia.edu/OOD7ZQ>

Find Your Voice



Build confidence for your next speech or presentation!

Toastmasters provides a fun, safe, and supportive environment for you to practice public speaking. Along the way, you'll build a better you!

Participating in Toastmasters will allow you to:

- Improve your public speaking and communication
- Gain confidence when speaking in front of others
- Sharpen your leadership skills
- Enjoy a competitive advantage in your workplace



Facilities Management

Take charge of your future and join our club today.

Hoos Speaking
Weekly meetings on Wednesdays, noon-1 p.m. in person and online.

Email Narges Sinaki at ns4xq@virginia.edu to attend.

If you would like, please feel free to bring your lunch.